

**Nablu Working Group Protocols**  
**Final Document**  
**June 27, 2016**

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**Purpose**

The purpose of the Nablu Working Group is to begin a community dialogue about the Nablu Sister Cities application and report on the outcome of that dialogue to the Boulder City Council. The members of the Working Group will share their hopes, concerns, questions, answers, and perspectives about the Nablu Sister Cities application and its potential implications for the Boulder community. Working Group members are committed to finding and documenting common ground if and where it exists. Where common ground cannot be found, the Working Group is committed to documenting the different viewpoints and perspectives that exist among the members. Members of the Working Group aim to listen to one another and better understand one another. The Working Group is committed to a fair and respectful process.

**Membership**

The 10 members of the Working Group have been selected by City Council from over 30 applications to reflect multiple perspectives on the Nablu Sister Cities application that exist in the Boulder community. The following individual are the named members of the Working Group. Working Group members do not have alternates.

Essrea Cherin  
Sara-Jane Cohen  
Liz Fox  
Julia Halaby  
Fred Greene

Paul Heller  
Brenda Mehos  
Joan Nagel  
Rob Schware  
Marc Soloway

**Representation**

Everyone on the Working Group was selected because s/he brings unique knowledge, experience, and perspective to the discussion. Some members of the group represent organizations or specific constituencies, either explicitly because they are employed by those groups or implicitly because they feel they need to represent their group's or constituents' views on the issues. The group will assume that those members representing specific entities will be speaking on behalf of those entities unless otherwise stated. The group will assume that those members who do not represent a specific organization are speaking as individuals unless otherwise stated.

**Subcommittees**

The Working Group will do all of its work in plenary. Subcommittees are not needed and will not be used.

**Outcomes and Decisions**

The Working Group will report the outcome of its discussions to City Council. It may be an agreement; it may be an agreement to disagree. Either is acceptable. The Working Group may want to make some preliminary decisions or agreements and then have time to consult with their respective constituencies. This decision will be made on a case-by-case basis.

**Quorum**

All members of the Working Group must weigh in all decision points. This may occur in meetings or via email, depending on each individual's circumstance.

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**Consensus**

The Working Group will strive for complete support for the content of the final report, even if they have not achieved full consensus (unanimity) on issues or items outlined in the final report.

**Public Meetings**

All Working Group meetings will be open to the public and noticed on the City of Boulder website.

**Public Participation**

The Working Group will not take verbal public comment at its meetings. The City of Boulder will establish a Nablus Working Group email address, and emails submitted through this email address will be delivered to the Working Group before meetings. Members of the Working Group are responsible for reviewing public comments and elevating to the full Working Group any comments or questions they think merit full group consideration or discussion. Members of the Working Group will not submit their own comments through the public comment email address on the website.

**Documentation**

As requested by City Council, all Working Group meeting summaries will be made public and posted on the City of Boulder website as soon as possible after each Working Group meeting. Working Group members will have the opportunity to review draft meeting summaries prepared by the facilitation team prior to summaries being finalized and posted on the website.

**Media Interaction**

Members of the Working Group may speak to the media about their views and other work, but they will not speak about this process. They will also not characterize the views of other members of the Working Group. The facilitator will not speak to the media.

**Meetings**

The Working Group will aim to complete its work by the end of September 2016. The group will meet up to 10 times, but is not required to meet that many times. Once established, the meeting schedule will be posted on the City of Boulder website.

**Revisions to the Protocols**

The Working Group may revise these protocols at any time as long as there is support for any changes among all members of the Group.